

**Town of Belmont
Capital Budget Committee
Belmont Town Hall, Board of Selectmen's Room
Monday Evening, June 16, 2008, 8:40 p.m.**

The Capital Budget Committee met in joint session with the Board of Selectmen to consider certain suggestions that the Committee wished to call to the attention of the Board of Selectmen regarding the Town's capital assets and capital budget. Those suggestions are summarized in an outline attached as Exhibit A.

Mrs. Brusch called the Capital Budget Committee to order at 8:40 p.m. Members of the Committee present at the time of the call to order were: M. Patricia Brusch, Mark F. Clark, Jennifer M. Fallon, and Daniel Leclerc (also a Selectman). Also present were Thomas Younger, Town Administrator; Jeffrey Conti, Assistant Town Administrator; and all the members of the Board of Selectmen (Angelo Firenze, Ralph Jones, and Daniel Leclerc).

The meeting was conducted very informally. It was an agenda item on the regular meeting of the Board of Selectmen, and to the extent that anyone presided Mr. Firenze did so as Chairman of the Board of Selectmen. Mrs. Brusch spoke on behalf of the Committee. She distributed an outline that she had prepared of the points which she wanted to make on behalf of the Committee (see Exhibit A). During Mrs. Brusch's presentation, other members of the Committee gave additional examples of the points that Mrs. Brusch was making or emphasized points that Mrs. Brusch was making. Various of the Selectmen commented on the points that Mrs. Brusch made and asked questions. (For a more detailed account of the discussion and the actions of the Selectmen, see the Selectmen's minutes.)

The meeting of the Committee adjourned at about 9:34 p.m. and the Board of Selectmen proceeded with the next item on the agenda for its meeting.

Respectfully submitted,

Mark F. Clark
Exhibit A

CAPITAL BUDGET/IDEAS FOR FY 10 BUDGET

1. 5 year Plan should be on a separate sheet.
 - Will be 2011 through 2015
 - Tom decide format (spreadsheet or landscape) but consistent for all
 - Requests are to be the year you really need it

2. Department Head requests are to be completely descriptive
 - a. Assume no one has ever seen request
 - b. Items to be addressed

Life expectancy

Other costs that might be involved (ongoing operating, training, other work required to do)

Impact of deferral

Is there a possibility of regionalization or department sharing?

c. Does this affect any other costs in your or other budgets?

i. Increases or decreases

d. If this will save money, please be specific

e. Address energy efficiency of item if applicable

3. Vehicles

a. Address energy savings

b. Identify what other vehicle might accomplish this task

c. Mileage of vehicle

d. 3 year maintenance history for this vehicle (available from DPW)

e. gas consumption of vehicle

f. Average daily/weekly mileage-describe daily use

g. New or replacement

h. Re-use options

BOS ACTION ITEMS PRIOR TO BUDGET PROCESS

1. Small Capital

"orphans"

painting, carpet, landscape

2. Coordinated Approach

Include acquisition and reuse of replaced equipment

Coordinate with elected boards

3. Preservation of Town's Capital Investment (Maintenance)

4. Vehicles

5. Tennis Courts

6. Technology

7. Potential for Increase with Override Scenario

a. Anticipate need for \$4 million (plus 2 1/2 %),

des pavement management of \$1 M plus 2

%2%

includ

8. Building Envelope Study